

Attendees: Scott Dawson (Chair), Terry Bohan, David Cavallaro, Beau Correll, Kathlene Courtney, Susan Drew, Marilyn Finnemore, Cory Garman, Mark Lore, Rick McClendon, and Andrea Smith. Downtown Manager: Jennifer Bell. (Notes taken by Sarah Acuff Chapman)

➤ **Call to Order**

- Approval of Previous Meeting Minutes – *unanimously approved 11/0.*
- Introduction of new board member, Kathlene Courtney. Appointed as owner/operator from Olde Towne Corporate Suites.
- Expenditures Report – no questions.

➤ **Election of Chair and Vice-Chair**

Chair: Scott Dawson nominated by Susan Drew. Cory Garman nominated by Terry Bohan. *Beau Correll moved to close nominations. Seconded. Discussion. Both nominees addressed the board and answered questions. A roll call vote was taken and Scott Dawson was elected, the votes being recorded as shown below:*

<u>Member</u>	<u>Vote</u>
Terry Bohan	Cory Garman
David Cavallaro	Scott Dawson
Beau Correll	Cory Garman
Kathlene Courtney	Scott Dawson
Scott Dawson	Scott Dawson
Susan Drew	Scott Dawson
Marilyn Finnemore	Scott Dawson
Cory Garman	Cory Garman
Mark Lore	Scott Dawson
Rick McClendon	Cory Garman
Andrea Smith	Abstain

Vice Chair: Rick McClendon nominated by Scott Dawson. *Beau Correll moved to close nominations. Beau Correll moved that Rick McClendon be elected vice-chair by acclamation. Seconded. Unanimously approved 11/0.*

➤ **Chair Updates – Scott Dawson**

- 2015 Events Calendar. *Susan Drew moved to approve the calendar. Seconded. Unanimously approved 11/0.*

➤ **City Council Updates**

- Proposed Food Truck ordinance scheduled to go before Council January 13.
- Presentation on Special Events Policy and Old Town Winchester update scheduled for January 27.
- Change to official meeting schedule. Two meetings per month. Work session will follow regular session.

➤ **Committee/ Work Plan Updates**

- Design – Cory Garman

- BAR request for comments on allowing for temporary structures (vestibules) on City space in the downtown. Susan Drew, citing conflict of interest, recused herself from the discussion and moved to the audience. *Cory Garman introduced a motion that the OTDB recommends not approving the vestibule as designed at this time. Seconded. Approved 10/0.*
- Promotions – Mark Lore
 - Reviewing event schedule and non-city events. Developing a marketing strategy. Sub-committee formed to work on branding marketing. Marilyn Finnemore is chair of sub-committee.
- Economic Restructuring – David Cavallaro
 - Will meet next Wednesday at the George Washington Hotel 3:15-4:15 p.m.
- Organization – Rick McClendon
 - Will meet on January 9 at 9 a.m. at the Old Town Welcome Center to discuss vision and mission statements.
- Ad Hoc Bylaws – Rick McClendon.
 - **Action Item:** Send proposal on structure to bylaws next week.

➤ **Downtown Manager's Updates** – Jennifer Bell

- Events update.
 - First Night Winchester. Arts Grant recipient. Welcome Center used as reception area during the event.
 - Chocolate Escape February 7, 2-5 p.m. Need help signing up businesses.
- Old Town Year in review. Accomplishments highlighted.
- Distributed Outdoor Dining Guidelines for inclusion in the board binder.
- Working on updating the Shopping & Dining Guide and an Events Rack Card.
- Attending VMS managers' retreat January 21-23 in Manassas.
- Received approval from VMS for design services at no charge for way-finding signage designs.

➤ **OTWBA** – Christine Germeyer

- January mixer rescheduled to January 13 at the G.W. Hotel at 6 p.m. OTDB invited to attend.

➤ **Public Comments:**

- Joe Kalbach – Elder and Trustee at First Presbyterian Church, 116 S. Loudoun Street.
 - Concern regarding vehicle access on the mall for weddings, funerals, church services. It was clarified that this permission is available.
 - Concern regarding events on Sundays and grease on church property.
- Concern regarding Splash Pad operation times on Sundays. **Action Item:** *Terry Bohan introduced a motion to send to design committee to be discussed at the next meeting and give an opinion so OTDB can address the issue at the next meeting. Seconded. Discussion. Unanimously approved 11/0.*

Motion to adjourn. *Seconded. Unanimously approved.*

Adjournment at 6:47 p.m. Next meeting – **Thursday, February 5, 2015 at 5:30 p.m. in the Exhibit Hall, 4th Floor of City Hall.**